

CORRESPONDENCE COURSES

Students may take correspondence courses to meet graduation requirements at Brodhead High School pursuant to the following regulations:

1. Correspondence courses must be from a regionally accredited school/agency.
2. Students are limited to a maximum of one credit through correspondence to be applied for graduation, unless additional credits are approved by the Principal.
3. Students wishing to graduate during the year the correspondence course is taken must arrange for the final grade for the correspondence course to be provided to the high school office by May 15 preceding graduation.
4. The following must occur before any correspondence course can be approved for credit as a substitute for course credit offered by Brodhead High School:
 - a. A syllabus of the correspondence course that is intended to be used for High School credit must be given to and reviewed by the High School Counselor and the High School Principal.
 - b. The High School Counselor and Principal must review correspondence course in question and give prior approval.
 - c. Correspondence course must meet or exceed the minimum requirements, and have similar scope and sequence as the course offered at Brodhead High School.
5. All costs incurred in taking correspondence courses are the responsibility of the student/family.

The School District shall not discriminate on the basis of any protected category under Wisconsin or Federal Statute.

LEGAL REF: WI. ST. 118.13, 118.15 (1) (d), 120.12 (14)

Adopted: _____

Last Revision: February 27, 2017

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